

US EPA ARCHIVE DOCUMENT

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: Indoor Environments: Reducing Public Exposure to Indoor Pollutants

ACTION: Request for Proposals (RFP)

RFP NUMBER: EPA -OAR-ORIA-09-09

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

DATES: The closing date and time for receipt of proposal packages is September 14, 2009, by 4 p.m., Eastern Daylight Time (EDT). All hard copies of proposal packages must be received by Victoria Drew by 4 p.m. on September 14, 2009 EDT in order to be considered for funding. Electronic submissions must be submitted to NationalIndoorEnvironmentRFP2009@epa.gov and include the Announcement title (Indoor Environments: Reducing Public Exposure to Indoor Pollutants) and/or number (EPA -OAR-ORIA-09-09) and the name of the applicant in the subject line and be received by 4 p.m., EDT on September 14, 2009. Proposals received after the prescribed closing date and time will not be reviewed or considered for funding.

SUMMARY: This notice announces the availability of funds and solicits proposals from eligible entities for demonstration, training, outreach and/or education cooperative agreements that will have a national scale impact to reduce exposure to indoor air contaminants and yield measurable environmental outcomes.

FUNDING/AWARDS: The annual estimated funding for this competitive opportunity ranges from approximately \$3 million to \$5 million per year for up to 4 years. The total funding available under this competitive opportunity ranges from approximately \$12 million to \$20 million over a 4-year period. EPA anticipates awarding between 25 to 35 cooperative agreements from this announcement, subject to availability of funds and the quality of proposals received. These cooperative agreements are expected to range between \$25,000 and \$300,000 per year in value. EPA will not consider proposals in excess of \$300,000 per year. EPA anticipates the 2009 Indoor Environments competition to be highly competitive. In the 2005 Indoor Environments competition, 189 proposals were received and only 34 projects were funded.

I.	Funding Opportunity Description	2
	A. Background	
	B. Scope of Work	
	C. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs	
	D. Supplemental Information	
II.	Award Information	9
	A. Amount of Funding	
	B. Partial Funding	
	C. Number of Agreements	
	D. Project Period	
	E. Funding Type	
III.	Eligibility Information.....	11
	A. Eligible Entities	
	B. Cost Sharing or Matching	
	C. Threshold Eligibility Criteria	
IV.	Proposal and Submission Information.....	12
	A. How to Obtain Proposal Package	
	B. Mode of Proposal Submission (Hard Copy or Electronic)	
	C. Content of Proposal Package Submission	
	D. Can Funding Be Used for Applicant to Make Subawards, Acquire Services of Fund Partnerships?	
	E. How Will Applicant's Proposed Subawardees/Subgrantees and Contractors Be Considered during the Evaluation Process described in Section V of the announcement?	
	F. Submission Dates and Times	
	G. Confidential Business Information	
	H. Pre-applicant Assistance and Communications	
V.	Proposal Review Information.....	18
	A. Evaluation Criteria	
	B. Review and Selection Process	
	C. Other Factors	
VI.	Award Administration Information.....	19
VII.	Agency Contacts.....	21
VIII.	Other Information	21
IX.	Appendix - Example Project Activities	22

I. FUNDING OPPORTUNITY DESCRIPTION

A. Background Authorities

Under Clean Air Act, or CAA, §103, EPA is authorized to conduct, and promote the coordination and acceleration of, research, investigations, experiments, demonstrations, surveys, studies and training relating to the causes, effects, extent, prevention and control of air pollution. Section 103(b) of the CAA authorizes EPA to make grants to public or non-profit private agencies, institutions, organizations, and federally recognized tribes to support these activities.

EPA's Indoor Environments Program

Since the 1980's, EPA has identified and characterized significant risks to public health from indoor environmental contaminants that are commonly found in homes, schools and offices, where Americans spend up to 90 percent of their time. Indoor levels of air pollution may be two to five times higher, and occasionally 100 times higher, than outdoor levels. Common indoor air contaminants include radon, secondhand smoke, mold, irritant and allergenic asthma triggers, combustion by-products and volatile organic compounds. Indoor contaminants may be of natural origin (e.g., radon, allergens and molds), may derive from products used indoors (e.g., finishes, furnishings and cleaning products) and may result from indoor processes and behaviors (e.g., smoking, use of unvented combustion sources, cleaning, operation and maintenance procedures). Building systems also have a direct influence on the type and amount of exposure building occupants may experience from environmental contaminants indoors. Human exposure to unhealthy indoor air in buildings can be reduced through: better design, construction, and operation and maintenance practices; personal choices and behaviors; and mitigation of indoor air quality problems.

The goal of EPA's Indoor Environments Program is to reduce the environmental health risks posed by contaminants in indoor environments. This is achieved first through the use of sound science to gain a better understanding of environmental health risks as well as effective prevention and control methods. This knowledge is then used to promote appropriate environmental risk reduction activities through voluntary actions by the general public and key stakeholders to improve indoor air quality.

EPA's Indoor Environments Program makes progress towards its goal by funding demonstration, training, outreach and/or education projects that achieve national scale impacts by supporting or leveraging networks with proven delivery channels.

B. Scope of Work

EPA is soliciting proposals from eligible entities (as described in Section III.A) to conduct demonstration, training, education, and/or outreach projects that seek to reduce exposure to indoor air contaminants. All proposals:

- Must yield results that can be tracked, evaluated and reported on.
- Must clearly articulate a plan to produce results that have national-scale implications or benefits (in other words, this RFP is not designed to fund small-scale local projects).
- Must align with EPA strategic goals, objectives, outputs and outcomes as described in Section IC, below.

Applicants must address one or more of the following EPA indoor air quality program priority areas:

1. Radon.
2. Indoor asthma triggers.
3. Indoor air quality management programs in schools.

EPA also welcomes proposals that are designed to address multiple IAQ contaminants and other relevant issues, such as ventilation and moisture control, to promote comprehensive improvement of IAQ in homes, schools and/or offices.

EPA will not consider any proposals that are exclusively designed to conduct scientific research. Proposals may include research components as building blocks to demonstration, training, education and/or outreach projects. In such cases, the proposals should clearly articulate this link, explain why the research is necessary for the project's success, and ensure that such research does not already exist.

EPA will not consider proposals under this RFP addressing indoor asbestos, lead, PCBs or other chemical-specific pollutants. These contaminants are addressed by other EPA program offices.

The following provides information on the type of assistance sought through this RFP:

i. Radon (For more information, visit <http://www.epa.gov/radon/>).

Radon is a naturally-occurring colorless, odorless radioactive gas and the second leading cause of lung cancer in the U.S., after smoking. Based on analysis by the National Academy of Sciences, EPA estimates that radon is responsible for approximately 21,000 deaths per year. EPA is seeking proposals around the following strategic approaches:

- **Building homes with radon-reducing features.**
- **Reducing radon in existing homes.**
- **Reducing radon in existing schools and building new schools with radon-reducing features.**
- **Support for the *Radon Leaders Saving Lives* campaign.**

ii. Indoor Asthma Triggers (For more information, visit <http://www.epa.gov/asthma/>).

Asthma prevalence and morbidity remain at all time high rates and significant disparities exist in the prevalence, management and health outcomes of asthma between racial, ethnic and socio-economic populations. There is substantial evidence that reducing exposures to irritants, such as secondhand smoke; combustion by-products, such as NO₂; and allergens from house dust mites, pests, molds and animals plays a significant role in improving asthma health outcomes. As described in the National Asthma Education and Prevention Program, or NAEPP, "National Guidelines for the Diagnosis and Management of Asthma," environmental asthma trigger control strategies are an essential component of comprehensive asthma care. The NAEPP "Guidelines Implementation Panel Report" outlines key messages and strategies for promoting evidence-based care at <http://www.nhlbi.nih.gov/about/naepp/>. EPA program initiatives are aligned with these recommendations and focus on home, school, and community-based interventions, health care provider training, action-driving national events (e.g., the National Asthma Forum, webinars, etc.), and supporting real-time learning by connecting communities via the *Communities in Action for Asthma Friendly Environments* Online Network at <http://www.asthmacommunitynetwork.org>. EPA is seeking proposals that:

- **Build community capacity to deliver effective, comprehensive asthma care by leveraging EPA's *Communities in Action for Asthma Friendly Environments* Online Network and the National Asthma Forum. This could include recruiting programs into the Network, promoting interactive learning through the Online Network tools and providing scholarships to attend the Forum.**
- **Train health care providers to deliver comprehensive asthma care that includes education on environmental triggers of asthma and mitigation strategies for those triggers.**

- **Integrate environmental controls into standard practices for asthma health care.**
- **Educate children with asthma and their caregivers about asthma and effective environmental control measures.**

iii. Indoor Air Quality Management in Schools (For more information, visit <http://www.epa.gov/iaq/schools/>).

Good indoor air quality in schools is an essential component of a safe and healthy learning and working environment, and can reduce significant health risks such as environmental asthma triggers for people with asthma. EPA's goal is to ensure good IAQ management practices in all K-12 public and private schools nationwide and to promote holistic approaches that help schools address the entire range of environmental issues that they face. The *Indoor Air Quality Tools for Schools* Program provides guidance to schools, school districts and the broader school community. This guidance consists of tools, resources and a framework for putting in place holistic, sustainable IAQ management practices. The Program components include an annual training event – The National *Indoor Air Quality Tools for Schools* Symposium – an awards and recognition program, technical guidance and support tools (e.g., the *Indoor Air Quality Tools for Schools* Action Kit), and a series of Web 2.0 interactive peer-to-peer learning tools called the *Indoor Air Quality Tools for Schools* Connector. EPA is seeking proposals that:

- **Conduct training projects centered around EPA's national *Indoor Air Quality Tools for Schools* Symposium that include recruitment of appropriate attendees, scholarships to attend the Symposium, and follow-up to support adoption of effective IAQ management programs in schools.**
- **Conduct outreach, education and training for school and school district personnel, health officials, state officials and others to equip them to carry out effective IAQ management programs in schools.**
- **Leverage partnerships, coalitions or state initiatives to promote effective IAQ management programs in schools.**

iv. Integrated Approaches (For more information, visit <http://www.epa.gov/iaq/>).

Common indoor air contaminants found in buildings include radon, secondhand smoke, mold, irritant and allergenic asthma triggers, combustion by-products and volatile organic compounds released from consumer products, building materials and furnishings. Inadequate ventilation can often allow these contaminants to build up to unhealthy levels in buildings. IAQ can often best be improved in buildings through integration of IAQ best practices that address multiple indoor air contaminants using strategies that are consistent with EPA guidance found at <http://www.epa.gov/iaq/>. EPA is seeking demonstration, training, outreach and/or education proposals that:

- **Are designed to address multiple IAQ contaminants and other relevant issues, such as ventilation and moisture control, to promote comprehensive improvement of IAQ in homes, schools and/or offices.**

Goals and EPA Authorities Regarding Scope of Work

Applicants must articulate their project goals, objectives, activities and expected results for each program priority area addressed. While it may be beyond the scope of the outreach and education proposals under this solicitation to directly measure the impact of their actions on the long-term environmental health goal or condition, each proposal should describe its relationship to the environmental health outcome that can be expected to occur as a result of the project. Examples

of these relationships specific to indoor air contaminants are illustrated in Table 1-1 and Appendix- Example Project Activities. This information is provided to applicants to assist them in preparing their proposal.

Additionally, all project activities proposed for funding under this RFP must clearly fall within EPA's statutory authorities.

The statutory authority for this action is Clean Air Act, or CAA, §103 which authorizes the award of grants for research, investigations, experiments, demonstrations, surveys, studies and training related to projects that reduce exposure to indoor air pollutants and yield measurable environmental outcomes/results. For detailed information on the CAA, visit <http://www.epa.gov/air/caa/>.

Demonstrations must involve new or experimental technologies, methods or approaches, where the results of the project will be disseminated so that others can benefit from the knowledge gained in the demonstration project. A project that is accomplished through the performance of routine, traditional or established practices, or a project that is simply intended to carry out a task rather than transfer information or advance the state of knowledge, however worthwhile the project might be, is not considered a demonstration project. Implementation activities are not eligible for funding under this announcement.

-- With respect to asthma, only those activities that directly address environmental factors that may influence asthma onset or exacerbation are eligible for funding under this RFP (although ancillary activities related to medical management are acceptable). Applicants are encouraged to integrate environmental trigger avoidance into comprehensive asthma management initiatives, as recommended by the National Asthma Education Prevention Program, or NAEPP, found at <http://www.nhlbi.nih.gov/about/naepp/>. Where substantial non-environmental management (e.g., medical management) activities are described in concept proposals submitted under this RFP, applicants should be prepared to document alternative funding sources for any substantial non-environmental components that are part of comprehensive asthma management initiatives.

-- With respect to schools, activities also must fall within EPA's authority to conduct demonstration, training, outreach and/or education activities that disseminate information on the causes, extent, prevention and control of indoor air pollution in school environments. Project proposals may not go beyond these authorized activities and applicants are cautioned against proposing projects that imply a more on-going program implementation effort than is authorized under the statute. All proposed activities must be consistent with the information and guidance within EPA's *Indoor Air Quality Tools for Schools* program guidance. Other guidance consistent with *Indoor Air Quality Tools for Schools*, such as EPA's Healthy School Environmental Assessment Tool, or HealthySEAT, also can be used as a framework for promoting good indoor air quality action programs in schools as long as such initiatives are intended to yield results that can be tracked and reported related to IAQ management activities in schools and the proposal clearly articulates the intent to produce such results.

C. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs

Pursuant to Section 6a of EPA Order 5700.7, "Environmental Results under EPA Assistance Agreements," EPA must link proposed assistance agreements to the Agency's Strategic Plan. EPA also requires that grant applicants and recipients adequately describe environmental outputs

and environmental outcomes to be achieved under assistance agreements (see EPA Order 5700.7, Environmental Results under Assistance Agreements found at <http://www.epa.gov/ogd/grants/award/5700.7.pdf>).

1. Linkage to EPA Strategic Plan

This RFP supports EPA's strategic objective to increase the number of people breathing healthier indoor air. Specifically this competitive opportunity supports EPA Strategic Plan Goal 1 Clean Air and Global Climate Change; Objective 1.2: Healthier Indoor Air of EPA's 2006-2011 Strategic Plan. To accomplish this strategic objective, EPA's Indoor Environments Program has developed IAQ priority area objectives which are identified below. Applicants must identify project objectives and goals that are aligned with the indoor air quality program goal and priority area objectives. As discussed further in Sections C.2 and 3, proposed projects must quantify environmental outputs for identified activities and achieve measurable environmental outcomes that demonstrate progress towards achieving project objectives and goals within these priority areas. For more information regarding EPA's Strategic Plan 2006-2011, visit http://www.epa.gov/ocfo/plan/2006/goal_1.pdf .

Indoor Air Quality Program Priority Area Objectives

- **Radon** - To prevent future lung cancer deaths through the mitigation of existing homes and other buildings (e.g., schools) and by constructing new homes and schools with radon-reducing features.
- **Indoor asthma triggers** - To increase the number of people with asthma taking actions to reduce their exposure to environmental triggers. As part of this goal, EPA has identified children and low income and minority individuals as disproportionately impacted and therefore has placed particular emphasis on reaching these populations.
- **Indoor Air Quality Management in Schools** - To increase the number of primary and secondary schools with effective indoor air quality management practices and plans based on, or consistent with, *Indoor Air Quality Tools for Schools*. Effective plans comprise a set of actions shown to have a significant effect on improving indoor air quality and reducing associated adverse environmental health impacts, such as asthma attacks. Priorities include urban and rural – including tribal – schools that may have significant IAQ and infrastructure problems and substantial resource challenges.
- **Office buildings** - To improve office building occupant health and productivity by increasing the number of office buildings actively employing IAQ best practices consistent with EPA guidance.
- **Homes** - To reduce exposure to indoor pollutants in homes, including multi-family residences, by increasing the number of homes/residences actively designed, constructed, renovated and maintained using IAQ best practices consistent with EPA guidance.

For three of the program priority areas, quantitative annual measures and long-term goals have been established:

i. Annual Measures:

- Existing structures mitigated for radon and new buildings with radon-reducing features.
- Health care professionals trained on environmental asthma triggers.
- Schools adopting effective IAQ management plans.

ii. Long –Term Goals:

- By 2012, 3.9 million homes in the United States will be equipped with radon-

reducing features through mitigations of existing homes and radon resistant new construction. This will translate into 1,250 future cancer deaths prevented annually.

- By 2012, 6.5 million people with asthma will be taking essential actions to reduce their exposure to environmental triggers.
- By 2012, 1,000 additional schools per year will be establishing effective IAQ management plans, for a total of 40,000 schools nationwide.

2. Outputs

The term “output” means an environmental activity, effort, and/or associated work product related to an environmental goal and objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.

As described in Table 1-1 and Appendix- Example Project Activities, applicants are responsible for quantifying environmental health related outputs for proposed demonstration, training, education and/or outreach project activities. These outputs must describe the level of activity that will be provided over a period of time (e.g., number of publications produced or number of people trained) and should demonstrate progress from a stated baseline¹ towards achieving substantial measurable environmental outcomes.

Progress reports and a final report also will be a required output, as specified in Section VI(C) of this announcement, “Reporting Requirement.”

3. Outcomes

The term “outcome” means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health related or programmatic in nature, but must be quantitative. They may not necessarily be achievable within an assistance agreement funding period.

As described below in Table 1-1 and Appendix- Example Project Activities, applicants are responsible for achieving substantial measurable environmental outcomes that demonstrate progress towards achieving project goals, objectives and long-term environmental health benefits. Environmental outcomes must describe the intended result of carrying out a program or activity and may be classified as intermediate action outcomes and long-term environmental health outcomes. Intermediate action outcomes describe behavior changes achieved (e.g., increase in radon testing, additional patients taking action to reduce asthma triggers) beyond the current stated baseline¹. Applicants must estimate the intermediate action outcomes they will achieve and describe how they will quantify them.

Intermediate action outcomes ultimately lead to long-term environmental health outcomes of the project. Health benefits can not always be quantified by partners, but are desirable when possible (e.g., lung cancer deaths avoided, decrease in asthma emergency room visits, decrease in lost

¹Baseline - The starting point from which progress is measured and targets are set. The baseline proposed should incorporate the most recent information available prior to the start of the project. Baselines can be based on organizational experience, estimates from past performance, national data or expert opinion. Examples of baselines and corresponding targets are listed in Section IV, Stage 2 *Elements of the Concept Proposal* under F:

school/work days due to IAQ problems, etc.). While applicants may not be able to quantify the link between intermediate action outcomes and long-term environmental health outcomes, they should be able to qualitatively describe this link.

Table 1-1 provides definitions and demonstrates the relationship between project activities, environmental outputs and intermediate environmental action outcomes that may ultimately reduce exposure to indoor air pollutants and improve long-term environmental health outcomes.

Table 1-1 – Definitions

⇒ Activities	⇒ Programmatic/ Environmentally Related Outputs	Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Description of services your project will provide (e.g., conduct training, organize conference, develop a demonstration).	These outputs describe the level of activity that will be provided over a period of time, including a description of the characteristics (e.g., timeliness) established as standards for the activity (e.g., number of publications produced or people trained).	Short-term action environmental outcomes might describe behavior changes achieved (e.g., increase in radon testing, additional patients taking action to reduce asthma triggers, increased number of asthma action plans at school). Intermediate action outcomes describe the intended result of carrying out a program or activity.	Long-term environmental health outcomes are the ultimate health benefit of the project. Environmental health outcomes can not always be quantified by funding recipients, but are desirable when possible (e.g., lung cancer deaths avoided, decrease in asthma E.D. visits, improved percent attendance for students with asthma as compared to students without asthma, decrease in lost school/work days due to IAQ problems).

Appendix- Example Project Activities demonstrates the relationship between project activities, environmental health outputs, and short-term and intermediate environmental health outcomes that may ultimately reduce exposure to indoor air pollutants and improve long-term environmental health outcomes. The activities and environmental outputs, listed in this table are **examples only** and are **not** intended to limit the submission of creative and innovative approaches for achieving environmental health results. **Linkage to at least one of the long-term environmental health outcomes listed in Appendix- Example Project Activities. Table 1-2 must be addressed by project activities.** Additional environmental outcomes are acceptable.

II. AWARD INFORMATION

A. What is the Amount of Funding Available?

The total estimated funding expected to be available for awards under this competitive opportunity is approximately \$3 million to \$5 million per year/annually for up to 4 years. The

total funding available under this competitive opportunity ranges from approximately \$12 million to \$20 million for the 4-year period.

B. Partial Funding.

In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If EPA decides to partially fund a project, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process.

C. How Many Agreements Will EPA Award in This Competition?

EPA anticipates award of between 25 to 35 cooperative agreements under this announcement ranging in value from approximately \$25,000 to \$300,000 per year/annually, subject to the availability of funds and quality of evaluated proposals. EPA will not consider any proposal in excess of \$300,000 per year/annually. In addition, EPA reserves the right to make additional awards under this announcement, consistent with Agency policy, if additional funding becomes available after the original selections. Any additional selections for awards will be made no later than nine months from original selection date.

D. What is the Project Period For Awards Resulting From This Solicitation?

The estimated project period for awards resulting from this solicitation will begin on October 1, 2010 and end no later than September 30, 2014. Proposed project periods may be up to four years.

E. Funding Type

The funding for selected projects will be in the form of a cooperative agreement. Cooperative agreements permit substantial involvement between the EPA project officer and the selected applicants in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement for this project will be:

- Close monitoring of the successful applicant's performance to verify the results proposed by the applicant.
- Collaboration during performance of the scope of work.
- In accordance with 40 CFR 31.36(g), review of proposed procurement.
- Approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient).
- Review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

III. ELIGIBILITY INFORMATION

A. Eligible Entities

In accordance with CFDA 66.034, proposals will be accepted from states, local governments, territories, Indian tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, other public or private non-profit institutions.

Non-profit organization, as defined by OMB Circular A-122, located at 2 CFR Part 230, means any corporation, trust, association, cooperative or other organization that: (1) is operated primarily for scientific, educational, service, charitable or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve and/or expand its operations. Note that OMB Circular A-122 specifically excludes the following types of organizations from the definition of “non-profit organization” because they are separately defined in the Circular: (i) colleges and universities; (ii) hospitals; (iii) state, local and federally-recognized Indian tribal governments; and (iv) those non-profit organizations that are excluded from coverage of this Circular in accordance with paragraph 5 of the Circular. While not considered to be a “non-profit organization(s)” as defined by OMB Circular A-122, colleges and universities, hospitals, state, local and federally-recognized Indian tribal governments are, nevertheless, eligible to submit applications under OMB Circular A-122 and this RFP.

Non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

B. Cost Sharing or Matching

There is no statutory or regulatory match requirement under the Clean Air Act Section 103.

C. Threshold Eligibility Criteria

These are requirements that if not met by the time of proposal submission will result in elimination of the proposal from consideration for funding. Only proposals from eligible entities (see above III. A) that meet all threshold criteria will be evaluated against the ranking factors in Section V of this announcement. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

1.
 - a. Proposals MUST comply with the proposal submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected.
 - b. In addition, proposals must be received by the EPA as specified in Section IV of this announcement by 4:00 pm EDT on September 14, 2009. Applicants are responsible for ensuring that their proposal reaches the designated person/office specified in Section IV of the announcement by the submission deadline.
 - c. Proposals received after the submission deadline will be considered late and returned to the sender without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling. For hard copy or electronic submissions, where Section IV requires proposal receipt by a specific person/office by the submission deadline, receipt by an agency mailroom is not sufficient. Applicants should confirm

- receipt of their proposal with Victoria Drew as soon as possible after the submission deadline — failure to do so may result in your proposal not being reviewed.
2. Hard copy proposals will only be accepted via an **express delivery service**. EPA will not accept proposals submitted via fax or standard 1st Class Mail delivery by U.S. Postal Service.
 3. Applicants must address in their proposals one or more of EPA's indoor air quality program priority areas (radon, indoor asthma triggers, indoor air quality management programs in schools) outlined in Section I, Part B Scope of work.
 4. Applicants' proposals must yield results that can be tracked, evaluated and reported on as stated in section I part B and C.
 5. Applicants' proposals must clearly articulate a plan to produce results that have national-scale implications or benefits (in other words, RFP is not designed to fund small-scale local projects) as stated in section I. part B and C.
 6. Applicants' proposals must align with EPA strategic goals, objectives, outputs and outcomes as described in Section I. C. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs.
 7. Applicants' narrative proposals **MUST NOT** exceed 13 single-spaced pages and must be written in the English language and submitted on letter sized paper (8.5 inch by 11 inch) only. The minimum acceptable font size for the narrative proposal and the budget is 12 point; material in smaller font sizes will not be considered. Pages must have at least 1 inch margins on all sides.
 8. Proposals received in excess of the maximum value of \$300,000 per year/annually will not be evaluated or considered for funding.

IV. PROPOSAL AND SUBMISSION INFORMATION

A. How to Obtain Proposal Package

Applicants can download individual grant proposal forms from EPA's Office of Grants and Debarment Web site at http://www.epa.gov/ogd/grants/how_to_apply.htm or <http://www.epa.gov/ogd/AppKit/>.

To obtain a hard copy of materials, please send an e-mail request to Victoria Drew at QsonNationalIndoorAirRFP2009@epa.gov.

B. Mode of Proposal Submission

Applicants have the option to submit their proposals in **one of two ways**: (1) Hard copy via express delivery, or (2) electronically via NationalIndoorEnvironmentRFP2009@epa.gov. Proposals will not be accepted via fax or standard 1st class mail delivery by U.S. Postal Service. All proposals must be prepared and include the required information as described in Section IV.C. below, regardless of mode of transmission.

1. Hard Copy Submission via Express Mail Delivery **ONLY**

Please provide one original of the proposal package (including signed and completed SF 424 and SF 424A forms) and four copies — **no binders or spiral binding** — to:

Hard Copy via Express Delivery (FedEx, UPS, DHL, USPS etc.)

U.S. Environmental Protection Agency

ATTN: Victoria Drew

OAR /ORIA/ IED

1310 L Street, NW, Room #412

Washington, DC 20005

Phone: (202)343-9370

Hard Copy Proposal Submission Deadline

All hard copies of proposal packages must be received by **September 14, 2009** by 4 p.m. EDT.

2. Electronic Submission

Your organization's Authorized Representative, or AOR, **must** electronically submit your complete proposal package to EPA, as described below, to

NationalIndoorEnvironmentRFP2009@epa.gov no later than **4 p.m. EDT on September 14, 2009** and include the "Announcement title or #" Indoor Environments: Reducing Public Exposure to Indoor Pollutants or EPA -OAR-ORIA-09-09 – [name of applicant] in the subject line. The electronic submission of your proposal must be made by an official representative — AOR — of your institution, who is authorized to sign proposals for Federal assistance. All required documents listed in Section IV.C of the announcement must be attached to the e-mail as separate Adobe PDF files. Please note that if you choose to submit your materials via e-mail, you are accepting all risks attendant to email submission including server delays. E-mail submissions exceeding 15MB will experience transmission delays which will affect when they are received by the Agency. For these size submissions, applicants should submit their application materials via hard copy because if they are sent via e-mail they may be received late and not considered for funding. Applicants submitting their application materials through e-mail should confirm receipt of the materials with Victoria Drew as soon as possible after submission.

C. Content of Proposal Submission

The proposal package **must** include all of the following materials:

- **Standard Form (SF) 424, Application for Federal Assistance**

Complete the form, available at <http://www.epa.gov/ogd/forms/forms.htm>. There are no attachments. Please be sure to include organization fax number and e-mail address in Block 5 of the Standard Form SF 424.

Please note that the organizational Dun and Bradstreet, or D&B, Data Universal Number System, or DUNS, number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711 or at <http://www.dnb.com>.

- **Standard Form (SF) 424A , Budget Information**

Complete the form, available at <http://www.epa.gov/ogd/forms/forms.htm>. There are no attachments. The total amount of federal funding requested for the project period should be

shown on line 5(e) and on line 6(k) of SF-424A; the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits) and the amount also should also indicated on line 22.

- **Narrative Proposal — MUST NOT EXCEED 13 PAGES (USING 8.5 INCH X 11 INCH PAPER)**

The document should be readable format or in PDF for Windows and consolidated into a single file and be prepared as stated below.

The Narrative Proposal cannot exceed a maximum of 13 single-spaced typewritten letter sized pages, using no less than a font of size 12 and 1 inch margins on all sides. The Narrative proposal is comprised of three sections: the summary information, the work plan and the budget. Any narrative proposals submitted in excess of 13 pages will not be evaluated nor considered for funding.

1. Summary Information Page (not to exceed 1 page):

- a. Project Title.
- b. Applicant Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
- c. Type of Eligible Organization as stated in III.A (i.e., Non- profit, State agency, Institution of higher learning, etc.).
- d. Funding Requested. Specify the amount you are requesting from EPA for the entire project period as well as annually/per year.
- e. Total Project Cost. Specify total cost of the project. Identify funding from other sources, including cost share or in-kind resources.
- f. Project period. Provide beginning and ending dates. (Projects are anticipated to begin Oct. 1, 2010 and end no later than Sept. 30, 2014.)

2. Work Plan

The work plan must explicitly describe how the proposed project meets the guidelines established in Sections I-III (including the threshold eligibility criteria in Section III.C) of this announcement, and must address each of the evaluation criteria set forth in Section V. The work plan should conform to the following outline:

- a. Detailed Project Summary and Approach.
 - Description of specific actions and methods to be undertaken and the responsible institutions, including estimated time line for each task.
 - Description of the associated work products to be developed.
 - Explanation of project benefits to the public.
 - Description of how the project aligns with EPA's Strategic Plan and IAQ Priority Area Goals.
 - Description of how the project uses effective/proven approaches.
 - Identification of the potential audiences served.
 - Description of the roles of the applicant, and partners, if any.
 - Description of the practicality, feasibility and replicability of the project, such as to yield large national scale impacts.
- b. Evaluation Plan for Achieving Environmental Results — Outcomes and Outputs
 - Describe how the results of the project will be evaluated. Identify the expected

project outputs and how progress towards achieving the expected outputs will be tracked and measured.

- Identify the expected quantitative and qualitative outcomes of the project (**See Section I.**), including what measurements will be used to track progress towards achieving the expected outcomes.

c. Past Performance — Programmatic Capability and Reporting on Environmental Results

- Programmatic Capability: Submit a list of federally funded assistance agreements (**assistance agreements include Federal grants and cooperative agreements but not Federal contracts**) similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than five, and preferably EPA agreements) and describe (i) whether, and how, you were able to successfully complete and manage those agreements and (ii) your history of meeting the reporting requirements under those agreements including whether you adequately and timely reported on your progress towards achieving the expected outputs and outcomes of those agreements (and if not, explain why not) and whether you submitted acceptable final technical reports under the agreements.
- Reporting on Environmental Results — Outcomes and Outputs: Submit a list of federally funded assistance agreements (**assistance agreements include Federal grants and cooperative agreements but not Federal contracts**) that your organization performed within the last three years (no more than 5, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not.

NOTE: In evaluating the applicant, the Agency will consider the information provided by the applicant and also may consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the proposal and you will receive a neutral score for these subfactors (a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.

d. Organization and Staff Experience and Qualifications

- Description of the applicant's organization and experience related to the proposed project.
- Description of staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

3. Detailed Budget and Budget Narrative

Clearly explain how EPA funds will be used. This section provides an opportunity for narrative description of the budget found in the SF-424A. Applicants must itemize costs related to

personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs* and total costs. (*Selected applicant(s) will need to submit a copy of their current indirect cost rate that has been negotiated with a cognizant federal agency.)

Management Fees: When formulating budgets for proposals/projects, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicants cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

D. Can Funding Be Used For the Applicant to Make Subawards, Acquire Contract Services or Fund Partnerships?

EPA awards funds to one eligible applicant as the recipient even if other eligible applicants are named as partners or co-applicants or members of a coalition or consortium. The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance, which includes using subawards or subgrants to fund partnerships, provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts 30 or 31, as appropriate. Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses to the extent required by the procurement provisions of the regulations at 40 CFR Parts 30 or 31, as appropriate. The regulations also contain limitations on consultant compensation. Applicants are not required to identify subawardees/subgrantees and/or contractors (including consultants) in their proposal/proposals. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor or consultant in the proposal/project EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements as appropriate. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal/proposals.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133 , and the definitions of subaward at 40 CFR 30.2(ff) or subgrant at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

E. How Will an Applicant's Proposed Subawardees/Subgrantees and Contractors Be Considered During the Evaluation Process Described in Section V of the Announcement?

Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance and reporting history, the review panel will consider, if appropriate and relevant, the qualifications, expertise and experience of:

- (i) an applicant's named subawardees/subgrantees identified in the proposal/proposals if the applicant demonstrates in the proposal/proposals that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.
- (ii) an applicant's named contractor(s), including consultants, identified in the proposal/proposal if the applicant demonstrates in its proposal/proposals that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience and expertise of named subawardees/subgrantees and/or named contractor(s) during the proposal/proposals evaluation process unless the applicant complies with these requirements.

F. Submission Dates and Times

The closing date and time for receipt of proposal submissions, regardless of mode of submission, is September 14, 2009. All hard copy proposal packages must be received by Victoria Drew no later than 4 p.m. EDT on September 14, 2009 in order to be considered for funding. Electronic submissions must be submitted at NationalIndoorEnvironmentRFP2009@epa.gov no later than **4 p.m. EDT on September 14, 2009**. Any proposals received after this closing date and time will not be considered for funding.

Following EPA's evaluation of proposals, all applicants will be notified regarding their status. Final applications and forms will be requested, as necessary, from those eligible entities whose proposal has been successfully evaluated and preliminarily recommended for award. Those entities will be provided with instructions and a due date for submittal of the final application package.

G. Confidential Business Information

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark proposal/proposals or portions of proposal/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure. However, the agency considers competitive proposal/proposals confidential and protected from disclosure prior to the completion of the competitive selection process.

H. Pre-Proposal Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposal packages, provide informal comments on draft narrative proposals, or provide advice and/or guidance to applicants on how to respond to ranking criterion. Applicants are responsible for the contents of their proposals. However, EPA will respond to questions in writing from individual applicants regarding threshold eligibility criterion, administrative issues related to the submission of the proposal, and requests for clarification about the announcement.

V. PROPOSAL REVIEW INFORMATION

Only eligible entities whose proposal(s) meet the threshold criteria in Section III of this announcement will be reviewed according to the evaluation criterion set forth below. Applicants should explicitly address these criteria as part of their proposal package submittal. Each proposal will be rated under a points system, with a total of 100 points possible.

A. Evaluation Criteria

Criteria	Points
1. <u>Project Summary/Approach:</u> Under this criterion, the Agency will evaluate the following factors: (i) (15 pts) the extent to which the narrative proposal includes a well-conceived and high quality strategy for addressing all of the requirements in Section I, Part B (Scope of Work) and Part C (EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs) , (ii) (15 pts) the quality of the narrative proposal's goals and the extent to which they are realistic and deemed likely to be met by project end, (iii) (10 pts) whether the narrative proposal sets forth a reasonable time schedule for the execution of the tasks associated with the project(s) and the project demonstrates potential for national scale impacts.	40
2. <u>Environmental Results — Outcomes and Outputs:</u> Under this criterion, the Agency will evaluate the effectiveness of the applicant's plan for tracking, measuring, and reporting progress toward achieving expected project outputs and outcomes, including those identified in Section I of this announcement.	15
3. <u>Programmatic Capability and Past Performance:</u> Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account the applicant's: (i) (10 pts) past performance in successfully completing and managing the assistance agreements described in Section IV. of the announcement, (ii) (10 pts) history of meeting the reporting requirements under the assistance agreements described in Section IV of the announcement, including: whether the applicant submitted acceptable final technical reports under those agreements; the extent to which the applicant adequately and in a timely manner reported on their progress towards achieving the expected outputs and outcomes under those agreements; and if such progress was not being made whether the applicant adequately reported why not. Note: In evaluating applicants under subsections i and ii of this criterion, the Agency will consider the information provided by the applicant and also may consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the proposal and you will receive a neutral score for these subfactors (items i and	20

ii above-a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.	
4. Staff Expertise/Qualifications: Under this criterion, the Agency will evaluate the following factors: (i) (5 pts) the description of staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project, and (ii) (5 pts) description of the applicant's organization and experience relating to the proposed project.	10
5. Budget/Resources: Under this criterion, the Agency will evaluate the following factors: (i) (10 pts) whether the proposed project budget is appropriate to accomplish the proposed goals, objectives, and measurable environmental outcomes, (ii) (5 pts) whether the budget provides an approximation of the percentage of the budget designated for each major activity.	15

B. Review and Selection Process

Proposals will first be evaluated against the eligibility and threshold factors listed in Section III. Only those proposals which meet all of the eligibility and threshold factors will be evaluated using the evaluation criteria listed above by an EPA evaluation team. Each proposal will be given a numerical score and will be rank-ordered according to the numerical score. Preliminary funding recommendations will be provided to the Approving Official based on this ranking.

C. Other Factors

Final funding decisions will be made by the Approving Official based on the rankings and preliminary recommendation of the EPA evaluation team. In addition to the evaluation of proposals against the criteria described above in Section V. A., the following factors also may be considered by the Approving Official in making final funding decisions for all cooperative agreements:

- Balance between indoor air quality program priority areas.
- Geographic balance among the EPA Regions.
- Diverse nature of the activities proposed.
- Balance of type of community targeted (e.g., rural, urban, low-income, disadvantaged, underserved, disproportionately impacted populations, etc).

Once final decisions have been made, a funding recommendation will be developed and forwarded to the EPA Award Official.

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices

Following EPA's evaluation of proposals, all applicants will be notified regarding their status. Final applications and forms will be requested, as necessary, from those eligible entities whose proposal/application has been successfully evaluated and preliminarily recommended for award. Those entities will be provided with instructions and a due date for submittal of the final application package.

Proposal Notifications

1. EPA anticipates notification to the **successful** applicant will be made via telephone, e-mail or postal mail by week of January 25, 2010. The notification will advise the applicant that its proposed project has been successfully evaluated and recommended for award. The notification will be sent to the original signer of the Standard Form (SF) 424, Proposal for Federal Assistance.

This notification, which advises that the applicant's proposed project has been recommended for award, is **not** an authorization to begin performance. The award notice signed by the EPA Award Official is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 90 days from the date of recommendation.

2. EPA anticipates notification to **unsuccessful** applicant(s) will be made via e-mail or postal mail by January 25, 2010. The notification will be sent to the original signer of the Standard Form (SF) 424, Proposal for Federal Assistance.

B. Administrative and National Policy Requirement

A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at:

http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm.

Executive Order 12372, Intergovernmental Review of Federal Programs may be applicable to awards, resulting from this announcement. Applicants selected for funding may be required to provide a copy of their proposal to their State Point of Contact, or SPOC, for review, pursuant to Executive Order 12372, Intergovernmental Review of Federal Programs. This review is not required with the Initial Proposal and not all states require such a review. A listing of SPOCs may be viewed at:

www.whitehouse.gov/omb/grants/spoc.html.

C. DUNS Number

All applicants **are required** to provide a Dun and Bradstreet, or D& B, Data Universal Numbering System, or DUNS, number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B Web site at: <http://www.dnb.com>.

D. Reporting Requirement

Quarterly progress reports and a detailed final technical report will be required. Quarterly reports summarizing technical progress, planned activities for next quarter and summary of expenditures are required. The final technical report shall be completed within 90 calendar days of the completion of the period of performance. The final technical report should include: summary of the project or activity, advances achieved and costs of the project or activity. In addition, the final technical report shall discuss the problems, successes, and lessons learned from the project or activity that could help overcome structural, organizational or technical obstacles to implementing a similar project elsewhere. The schedule for submission of quarterly reports will be established by EPA, after award.

E. Disputes

Assistant agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) located online at: http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?position=all&page=3629&dbname=2005_register.

F. Non-profit Administrative Capability

Non-profit applicants that are recommended for funding under this announcement are subject to pre-award administrative capability reviews consistent with Section 8b, 8c and 9d of EPA Order 5700.8 - Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards, available at http://www.epa.gov/ogd/grants/award/5700_8.pdf. In addition, non-profit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants Management Office the Administrative Capabilities Form, with supporting documents, contained in Appendix A of EPA Order 5700.8.

VII. AGENCY CONTACTS

All questions or comments regarding this RFP must be communicated in writing via e-mail to Victoria Drew at QsonNationalIndoorAirRFP2009@epa.gov. Questions and answers will be posted until the closing date of this announcement at the OAR Grants/Funding Web site at http://www.epa.gov/air/grants_funding.html.

VIII. OTHER INFORMATION

EPA reserves the right to reject all proposals and make no award as a result of this announcement. EPA further reserves the right to partially fund projects.

Proposals evaluated but not selected for funding under this initial solicitation, may be retained for a period of nine months to be considered for future awards subject to availability of additional funding.

The EPA Award Official is the only official that can bind the Agency to the expenditure of funds for selected projects resulting from this announcement.

IX. APPENDIX – Example Project Activities.

Table 1-2: Examples of project activities, environmental health outputs, and short-term and intermediate environmental health outcomes for EPA’s indoor air quality program priority area (radon, indoor asthma triggers, IAQ Management in Schools).

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Radon			
Support action by the public and organizations on testing, mitigation and new construction by utilizing events, outreach/education campaigns and awareness raising techniques that produce quantifiable results.	Number of public service campaign, or PSA, products aired/broadcast, state and National Radon Action Month events and poster contests, number of citizens assisted by the state hotline, and state awarded mini-grants to local recipients.	Number of homes and schools tested with a resulting reduction in indoor radon levels.	Reduction in lung cancer deaths.
Support state radon programs with non-technical and technical assistance.	Number of national radon meetings. Number of regional and/or statewide radon meetings. Number of states able to report radon results for mitigation and new construction. Number of states receiving mini-grants. Number and extent of projects designed to improve the quality assurance/quality control system underlying testing, mitigation and new construction.	Number of homes and schools with reduced radon levels.	Reduction in lung cancer deaths.

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Support state legislators and legislatures with technical assistance on radon issues.	Number of officials educated. Increase in funding for the state indoor radon grant, or SIRG program.	Number of state and local laws, ordinances, regulations and/or policies and administrative actions that: promote radon mitigation of existing homes; the construction of new homes with radon-reducing features; testing during real estate transactions; testing by owners-occupants; radon risk and test results disclosure in real estate transaction; radon testing, and mitigation and new construction in schools. Estimated number of mitigations and new construction that result in risk reduction.	Reduction in lung cancer deaths.

Indoor Asthma Triggers

Identify, develop and disseminate new or existing education and outreach products and services (e.g. training) targeted toward asthma patients and caregivers that will encourage individuals to take action to reduce exposure to indoor environmental asthma triggers in homes, schools and/or workplaces.	<p>Number of products and services developed and/or or disseminated.</p> <p>Number of children and low-income adults educated about indoor environmental asthma triggers and mitigation solutions.</p> <p>Number of child care providers and/or school personnel educated about indoor environmental asthma triggers and mitigation solutions.</p>	<p>Number of people demonstrating increased knowledge of indoor environmental asthma triggers and mitigation solutions.</p> <p>Number of people with asthma reducing their exposure to their environmental asthma triggers in their homes, schools and/or workplaces.</p> <p>Number of schools and/or child care providers reducing environmental triggers of asthma in their facilities.</p>	<p>Reduction in number of emergency room visits.</p> <p>Reduction in other indicators of asthma morbidity, such as number of inpatient hospital admissions, sick visits to primary care physicians for asthma, school days missed, symptom days, rescue medication used and improvement in quality of life indicators.</p>
--	--	---	--

Identify, develop and disseminate new or existing education and outreach products and services (e.g., training, economic information, trigger reduction recommendations) targeted toward health care community (e.g., doctors, respiratory therapists, school nurses, case managers, lay health educators and private and public health plans) that will support incorporation of environmental controls into standards of care.	<p>Number of products and services developed and/or disseminated.</p> <p>Number of health care professionals educated about indoor environmental asthma triggers and mitigation solutions.</p>	<p>Number of health care professionals demonstrating increased knowledge of indoor environmental asthma triggers and mitigation solutions.</p> <p>Number of health care providers delivering comprehensive asthma education and care to patients.</p> <p>Number of health plans incorporating environmental asthma trigger management.</p> <p>Estimated number of asthma patients reducing exposure to environmental asthma triggers in their homes, schools and/or workplaces.</p>	<p>Reduction in number of emergency room visits</p> <p>Reduction in other indicators of asthma morbidity, such as number of inpatient hospital admissions, sick visits to primary care physicians for asthma, school days missed, symptom days, rescue medication used and improvement in quality of life indicators.</p>
Build capacity for community-based asthma programs to implement effective, comprehensive asthma management programs.	<p>Number of people educated about community approaches for facilitating comprehensive asthma management.</p> <p>Number of individuals or community programs recruited to Communities in Action Online Network.</p> <p>Number of interactive training activities (webinars, discussion forums).</p> <p>Number of participants</p>	<p>Estimated number of people with asthma with reduced exposure to environmental asthma triggers in their homes, schools and/or workplaces.</p>	<p>Reduction in number of emergency room visits.</p> <p>Reduction in other indicators of asthma morbidity such as number of inpatient hospital admissions, sick visits to primary care physicians for asthma, school days missed, symptom days, rescue medication used and improvement in quality of life indicators.</p>

	<p>educated through webinars or equivalent trainings.</p> <p>Number of attendees recruited and supported to attend the National Asthma Forum.</p> <p>Number of states, coalitions or other organizations fostering adoption of comprehensive, community-based asthma programs.</p>		
--	--	--	--

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes

IAQ Management in Schools

<p>Identify, develop and promote new or existing education and outreach products and services (e.g., training) targeted toward school district personnel and/or school advocates.</p> <p>Promote EPA's Indoor Air Quality Tools for Schools, or IAQ TfS,</p>	<p>Number of products and services developed and/or disseminated (e.g., webinars, listserv).</p> <p>Number of school district personnel and/or school advocates educated about good IAQ management practices in schools consistent with <i>Indoor Air Quality Tools for Schools</i>, or <i>IAQ TfS</i>.</p> <p>Number of districts applying for <i>IAQ TfS</i> awards</p>	<p>Number of school district personnel and/or school advocates demonstrating increased knowledge about good IAQ management practices in schools consistent with <i>IAQ TfS</i>.</p> <p>Number of primary and secondary schools with effective IAQ management practices and plans consistent with <i>IAQ TfS</i>.</p> <p>Reduction in student and staff exposure to indoor air pollutants.</p> <p>Number of district and/or statewide IAQ policies adopted that are consistent with <i>IAQ TfS</i>.</p>	<p>Improved percent attendance for students with asthma as compared to students without asthma.</p> <p>Reduction in number and percent of students with asthma sent home early from school due to asthma.</p> <p>Reduction in staff and student absenteeism.</p> <p>Reduction in number of asthma attacks, allergic reactions and other IAQ related symptoms.</p> <p>Increase in occupant performance and productivity attributable to IAQ best practices.</p>
--	---	--	--

National Awards Program			
Conduct recruitment, education and outreach activities in support of EPA's national <i>IAQ TFS</i> Symposium.	<p>Number of attendees recruited and supported to attend <i>IAQ TFS</i> Symposium</p> <p>Number of sponsored attendees receiving follow-up support to promote adoption of good IAQ management practices.</p>	<p>Number of primary and secondary schools with effective IAQ management practices and plans consistent with <i>IAQ TFS</i>.</p> <p>Reduction in student and staff exposure to indoor air pollutants.</p> <p>Number of National <i>IAQ TFS</i> Great Start and Leadership Award applications.</p>	<p>Reduction in staff and student absenteeism.</p> <p>Reduction in asthma attacks, allergies and other IAQ related symptoms.</p> <p>Increase in occupant performance and productivity attributable to IAQ best practices.</p>
Identify, develop and disseminate new or existing education and outreach products and services to address specific stakeholder needs (e.g. states, coalitions, urban, rural and tribal schools).	<p>Number of products and services developed and/or disseminated.</p> <p>Number of states, coalitions or other organizations fostering adoption of IAQ management practices in schools.</p> <p>Number of school district personnel and/or school advocates educated about good IAQ management practices in schools consistent with <i>IAQ TFS</i>.</p> <p>Number of districts applying for <i>IAQ TFS</i> awards.</p>	<p>Number of states, coalitions, or other organizations demonstrating increased knowledge about good IAQ management practices in schools consistent with <i>IAQ TFS</i>.</p> <p>Number of school district personnel and/or school advocates demonstrating increased knowledge about good IAQ management practices in schools consistent with <i>IAQ TFS</i>.</p> <p>Number of primary and secondary schools with effective IAQ management practices and plans consistent with <i>IAQ TFS</i>.</p> <p>Reduction in student and staff exposure to indoor air pollutants.</p>	<p>Reduction in staff and student absenteeism.</p> <p>Reduction in asthma attacks, allergies, and other IAQ related symptoms.</p> <p>Increase in occupant performance and productivity attributable to IAQ best practices.</p>

Integrated IAQ Work

Educate state, local and tribal officials on environmental health risks of poor IAQ and ways to reduce risks in homes, schools and office	Number of officials educated.	Number of state and local laws ordinances, regulations and/or policies regarding indoor air pollutants.	<p>Reduction in occupant exposure to indoor air pollutants, such as radon and secondhand smoke.</p> <p>Reduction of exposure of the public to mold and other pollutants from damp indoor environments.</p>
--	-------------------------------	---	--

buildings.			
Conduct training, demonstration, outreach and/or education activities focused on increasing the number of office buildings actively employing IAQ best practices consistent with EPA guidance.	<p>Number of professionals trained about design, construction, operation, and/or maintenance of office buildings using IAQ best practices consistent with EPA guidance.</p> <p>Number of relevant trainings, demonstrations, products, and services developed and/or disseminated.</p>	<p>Number of professionals and/or others demonstrating increased knowledge about IAQ best practices on mold prevention/remediation, radon, and/or other IAQ guidance consistent with EPA guidance.</p> <p>Number of office buildings actively employing IAQ best practices on mold prevention/remediation, radon, and/or other IAQ guidance consistent with EPA guidance.</p>	<p>Reduction in occupant exposure to indoor air pollutants.</p> <p>Increase in occupant performance and productivity attributable to IAQ best practices.</p>
Conduct training, demonstration, outreach and/or education activities focused on increasing the number of homes/ residences actively designed, constructed, renovated, and/or maintained using IAQ best practices consistent with EPA guidance.	<p>Number of professionals trained about IAQ best practices in homes for design, construction, operation, and/or maintenance.</p> <p>Number of relevant trainings, demonstrations, products, and services developed and/or disseminated.</p>	<p>Number of professionals and/or homeowners/renters demonstrating increased knowledge about IAQ best practices.</p> <p>Number of homes/ residences taking action to employ IAQ best practices on maintenance consistent with EPA guidance.</p>	Reduction in occupant exposure to indoor air pollutants.